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**STATE OF DELAWARE**  
**COUNCIL ON REAL ESTATE APPRAISERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>COUNCIL ON REAL ESTATE APPRAISERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, June 20, 2017 at 9:30 a.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904</b>
<b>MINUTES FOR APPROVAL:</b>	<b>July 18, 2017</b>

**MEMBERS PRESENT**

Douglas Nickel, Professional Member, Chair  
Earl Timmons, Professional Member, Vice-Chair  
Lynn Baker, Professional Member  
Georgianna Trietley, Professional Member  
Kevin Gillis, Banking Member

**MEMBERS ABSENT**

Christopher Schneider, Professional Member  
Denise Stokes, Public Member  
Patricia Ennis, Public Member  
Mark Rainford, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Witte, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General

**OTHERS PRESENT**

Osborne Beall  
Doug Sensabaugh

**CALL TO ORDER**

Mr. Nickel called the meeting to order at 9:30 a.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Baker, seconded by Mr. Gillis, to approve the minutes from the May 16, 2017 meeting as presented. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Rules and Regulations Public Hearing – 9:30 a.m.**

The Hearing went on record at 9:31 a.m. Mr. Maloney stated that the Delaware Council on Real Estate Appraisers has proposed revisions to its rules and regulations. The proposed amendments pertain to continuing education, temporary permits and crimes substantially related to the practice of real estate appraising. The Council members were introduced. Mr. Maloney marked as Board Exhibits 1 and 2 the affidavits of publication from The News Journal and the Delaware State News. Ms. Witte verified that there have been no written comments received. There were no public comments. Mr. Maloney advised that the period for public comment will remain open for an additional 15 days and the Council will deliberate at its next scheduled meeting. The hearing concluded and went off record at 9:35 a.m.

### **Compliance to Final Order – Kelly Franklin, #X2-0000401**

Per the May 16, 2017 meeting, Ms. Franklin was given 30 days to show proof of 3 hours of acceptable continuing education taken in a traditional classroom setting. After review of new documentation submitted, a motion was made by Ms. Trietley, seconded by Mr. Timmons, to accept the course completed and find Ms. Franklin compliant with the Final Order. The motion was unanimously carried.

## **NEW BUSINESS**

### **Review of Continuing Education Activities**

After review, a motion was made by Mr. Timmons, seconded by Mr. Baker, to approve the continuing education activities as follows:

#### **Allterra Group, LLC.**

2017 Keynote/Emerging Issues, 7 hours CE (classroom)

2017 Collateral Matters, 7 hours CE (classroom)

#### **McKissock, LLC.**

Supervisor-Trainee Course for Maryland, 4 hours CE (online)

#### **Maryland Association of Appraisers**

Exercising Professional Judgement, 3 hours CE (classroom)

Evaluation of Log Home Construction, 7.5 hours CE (classroom)

Comment, Comment, Comment – Effective Commentary for Any Residential Appraiser, 3 hours CE (classroom)

America's Disappearing Landscape, 3 hours CE (classroom)

7-hour National USPAP Update Course, 7 hours CE (Classroom)

Property Inspection Techniques, 3 hour CE (classroom)

#### **The Columbia Institute**

2017 Appraisal Summit & Expo, No. 217 – Day 1, 7 hours CE (classroom)

2017 Appraisal Summit & Expo, No. 217 – Day 2, 7 hours CE (classroom)

#### **Steve Williamson's Real Estate Education Specialists**

Law and Standards Update, 8 hours CE (classroom)

FHA Property Analysis, 8 hours CE (classroom)

Better Safe than Sorry, 7 hours CE (classroom)

USPAP Update, 7 hours CE (classroom)

#### Delaware Chapter of the Appraisal Institute

Delaware Council on Real Estate Appraisers, License Law and Regulations, 3 hours CE (classroom)

The motion was unanimously carried.

After review and brief discussion with the provider on the standards/ethics of the course as they pertain to appraisals, a motion was made by Mr. Nickel, seconded by Mr. Timmons, to deny the continuing education request of "NAR Ethics" through the Sussex County Association of Realtors for not meeting the continuing education requirements for maintaining a Real Estate Appraisers license or certification in Delaware. The motion was unanimously carried.

#### Investigative Process – Jeff Ford, Investigative Supervisor for the Division of Professional Regulation

Per the request of the Council, Mr. Ford, Investigative Supervisor for the Division of Professional Regulation, walked the Council through the steps of the complaint process from the initial filing of a complaint to the resolution.

#### Ratify Temporary Practice Permit Applications

A motion was made by Ms. Trietley, seconded by Mr. Nickel, to approve the ratification of temporary practice permits for Thomas Shields, Laurence Hirsh, Bruce Nell, Charles Schierback, Troy Fatout, Ann Porter, Suzanna Mellen and Matthew Chiasson. The motion was unanimously carried.

#### Ratify Real Estate Appraiser Trainee Applications

A motion was made by Mr. Baker, seconded by Mr. Timmons, to approve the ratified real estate appraiser trainee applications of Drew Davitch, Vincent Harman and Brian Knodel. The motion was unanimously carried.

### **CORRESPONDENCE**

Ms. Witte received correspondence from a company looking for the Council to complete a list of questions regarding AMC's. Mr. Maloney stated that the Council cannot offer an advisory opinion or legal advice as to whether their actions, business, or conduct would meet the requirements of Delaware law and advised to respond to them advising them that they should seek counsel from a Delaware attorney.

### **OTHER BUSINESS BEFORE THE COUNCIL**

Per the May meeting, Mr. Maloney advised that he reviewed the AQB with regards to 25% of the licensees being audited and he was not able to find clear language that refers to this percentage. Both Mr. Maloney and Ms. Witte will continue to research how the 25% originated and possibly reach out to Ms. Brooks with the Appraisal Subcommittee.

### **PUBLIC COMMENT**

There was no public comment.

### **NEXT MEETING**

The next meeting will be July 18, 2017 at 9:30 a.m. in Conference Room A.

**ADJOURNMENT**

There being no further business, a motion was made by Mr. Timmons, seconded by Mr. Gillis, to adjourn the meeting at 10:22 a.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II